



# Vacancy Announcement

## Regional Morale, Welfare & Recreation Director, GS-1101-14

Click here for [Federal Employment Pay Tables](#)

**Announcement Number: NW1101**

**Date Opens: November 10, 2004**

**Date Closes: November 18, 2004**

**Location: Anacostia**

**Area of Consideration: DON**

**About Us:** NDW is the regional provider of common operating support to eighteen Naval installations within a one hundred mile radius of the Pentagon. Services provided include public works, public safety, community support, human resources, information technology, supply, air and port operations, ceremonial support, environmental and safety. The eighteen installations include Washington Navy Yard, Naval Observatory, Anacostia Annex, Arlington Service Center, Nebraska Avenue Complex, Potomac Annex, National Maritime Intelligence Center, Navy Recreation Center Solomons, Naval Air Facility Washington, Naval Support Activities Carderock, Dahlgren and Indian Head, NAVSUPFAC Thurmont, NAS Patuxent River, NSA Annapolis and Naval Research Laboratory.

**About the Job:** This position serves as the advisor and Regional Program Manager for all Morale, Welfare, Recreation (MWR), Child Development, and Galleys/Food Service Operations under the cognizance of Naval District Washington. The position is responsible for the formulation and oversight of plans, policies, partnerships, organizations, personnel and resource management for successful delivery of services. Position serves as principal advisor and reports to the Program Director, Community Support Programs on MWR, Child Development, Civilian Employee Recreation Association (CERA) and galley/food service matters. The scope of program responsibilities includes Physical Fitness, Recreation, Childcare and Child Development programs, and Food Service. Total population served exceeds 235,000.

**Qualifications:** OPM requires one year of specialized experience equivalent to the next lower grade level.

**Knowledge Required by the Position:** In the body of your resume please address the following:

Knowledge of financial management, including budgeting, cost, profitability analysis, internal controls, auditing, purchasing and cash flow and credit management. (Knowledge of DoD and Navy policies, regulations and procedures pertaining to the planning, budgeting, funding and recreational management).

Knowledge of DoD and Navy organizational structures, long-range organizational planning principles, quality of life resource planning and budget principles to manage major quality of life program operations including both appropriated and non-appropriated funds.

Knowledge of a wide range of qualitative methods for the assessment, improvement and effectiveness of complex management programs and systems.

Knowledge of civilian personnel management.

Ability to prepare and deliver oral and written presentations.

Ability to develop, explain, justify and deal with a wide range of complex problems and with people of diverse backgrounds.

**NOTE: It is recommended that you address the above factors either in your resume or as an attachment to your resume.**

To preview vacancy announcement, click on link below:

<http://chart.donhr.navy.mil/jobsearch/searchresults.asp?sType=9&kw=&sCountry=9&sState=&sCity=&sSeries=&sPPlan=&sPLevel=&sClaiment=&sSalary=&SortBy=2&sAN=NW1101&page=1>

To get other information about this job and to apply, go to:

<http://chart.donhr.navy.mil/jobsearch/searchjobs.asp>

Search by Announcement Number – NW1101

Job Location – Country – USA; State – DC

Click on Search Button